



Request for City Council Committee Action From the Department of Finance

Date: February 27, 2013

To: Council Member Betsy Hodges
Chair, Ways and Means/Budget Committee

Referral: None

Prepared or Submitted by: LaTonia Green, Manager Budget Information & Analysis

Approved by

Kevin Carpenter
City Finance Officer

Paul Aasen
City Coordinator

Subject: Preliminary Budget Development Calendar for 2013

Presenters in Committee LaTonia Green, phone 612-673-3205

Recommendation: Receive and file the 2014 Initial Budget Schedule

Financial Impact (Check those that apply)

☒ No financial impact (If checked, go directly to Background/Supporting Information)

☐ Action requires an appropriation increase to the Capital Budget

☐ Action requires an appropriation increase to the Operating Budget

☐ Action provides increased revenue for appropriation increase

☐ Action requires use of contingency or reserves

☐ Other financial impact (Explain):

n/a Request provided to the Budget Office when provided to the Committee Coordinator

Supporting Information: The 2013 calendar for the 2014 budget process follows. The Board of Estimate public hearing, the meeting to set the maximum property tax levies, the unofficial public comment, mark-up by Ways and Means/Budget Committee and Council budget adoption are tentative dates.

The City will certify these dates to the County on September 15, 2013, as required by Minnesota Statute. This information will be included on Truth in Taxation notices in November.

Budget adoption must allow for public comment and cannot be scheduled before 6:00 pm. As last year, the City will have an unofficial public comment meeting before adoption so public feedback can be a part of the final decisions.

**2014 CITY OF MINNEAPOLIS
BUDGET AND BUSINESS PLANNING PROCESS DATES**

Jan-Feb	Business Plan updates
Apr 1	Capital project requests due for Capital Long Range Improvement Committee (CLIC) consideration
Apr 9 - Apr 25	CLIC review and presentations of capital proposals
April 10	State of the City Speech
May 9	Joint public hearing of CLIC and Planning Commission on 2013-2017 Capital Plan
June-July	Mayor' Office reviews budget programs
July-Aug	Mayor finalizes budget recommendation
July 12	CLIC report distributed to Mayor and Council
by August 15	Mayor delivers budget message to City Council as required by the Charter
Aug 29	Board of Estimate public hearing on maximum property tax levies 5:05 p.m. (Tentative)
Sept 11	Board of Estimate meeting to set the maximum property tax levies 4:00 (Tentative)
Sept - Oct	Ways and Means Hearings on the Budget (schedule to be determined)
Nov 19	Public Comment on Levy and Budget 6:05 p.m. (Tentative)
Dec 4	Markup by Ways and Means Committee, with all Council Members invited to attend 9:30 a.m. until noon and 1:00 p.m. until 4:30 p.m. (Tentative)
Dec 5	Markup by Ways and Means Committee, with all Council members invited to attend (if needed) 1:30 p.m. until 4:00 p.m. (Tentative)
Dec 11	Council budget adoption 6:05 p.m. (Tentative)

If layoffs are recommended, the Mayor needs to call a special City Council meeting requesting action to provide preliminary approval of the budget.